

AUBURN UNIVERSITY

TRAFFIC AND PARKING  
REGULATIONS



AUBURN  
UNIVERSITY

PARKING SERVICES

Auburn University Parking Services

Parking Services Office  
South Quad Parking Deck  
330 Lem Morrison Drive  
Corner of Lem Morrison Drive and Duncan Drive  
334-844-4143  
Stadium Deck (Monday- Friday 7:15 – 4:15 pm)  
Heisman Drive

Auburn University Department of Public Safety and Security  
543 W Magnolia Avenue  
334-844-8888

Revised: July 14, 2022

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# **TRAFFIC AND PARKING REGULATIONS**

The following regulations shall apply to all visitors, students, employees, and others who operate motor vehicles on the campus. For the purpose of these regulations the term "employee" applies to faculty, administrative/professional and staff employee groupings. This is the only official document concerning traffic and parking rules and regulations and supersedes all other publications. These rules and regulations are intended to cover all known issues concerning parking at Auburn University. The Associate Director of Parking Services has the discretion to make decisions related to parking that are not covered by the following rules or to make rulings on questions concerning the interpretation of the following rules.

It is essential that all individuals operating a motor vehicle on the campus of Auburn University learn and obey these Traffic and Parking Regulations. These regulations attempt to cover all instances of parking and traffic control in specific detail, as to comply with Alabama's Motor Vehicle Laws. However, the interpretation of the intent of the regulations will be the responsibility of the Auburn University Parking Services Office. Specific questions relating to these regulations may be directed to the Parking Services Office, 334-844-4143. The Auburn University Parking Services Office has the authority to require individuals to present an Auburn University Faculty/Staff, Student ID or driver's license at any time, to address any issues pertaining to permits, citations, towed vehicles or wheel locked vehicles.

The University Traffic and Parking Committee are responsible for recommendations regarding all campus traffic and parking, and it is the responsibility of the administration to set policies and regulations. The function or purpose of specific parking areas may be altered during special events with the recommendation of the Traffic and Parking Committee

## **GENERAL REGULATIONS**

1. All City and State rules and regulations, as well as all directive signs governing the use of motor vehicles, shall be observed at all times.
2. The speed limit for all motor vehicles on campus is 30 miles per hour unless otherwise posted.
3. Pedestrians shall use crosswalks. No pedestrian shall suddenly leave the curb or other place of safety and walk or run into the path of a vehicle which is so close as to constitute an immediate hazard. When traffic-control signals are not in place or not in operation, motorists shall yield the right-of-way to pedestrians within a crosswalk. Where traffic-control signals are in place, pedestrians shall cross with the pedestrian crossing sign or traffic signal in absence of a crossing sign. Pedestrians should not use cell phones when approaching intersections or crosswalks.
4. Unnecessary noise from radios, horns, and mufflers, is strictly prohibited.
5. All vehicles that park on the Auburn University campus at any time must be registered with the Auburn University Parking Services Office. In the case of an emergency, it will make it easier to contact the person if the Parking Services Office has the necessary information.

## VEHICLE REGISTRATION AND ZONING POLICY

1. It is the responsibility of students and employees of Auburn University operating a vehicle on campus to register their vehicle(s) with the Parking Services Office, as prescribed in these regulations. The Parking Services Office reserves the right to request the registration information for the vehicle, if deemed necessary. This includes motorcycles, motorbikes, scooters, bicycles, automobiles, and trucks. Vehicles with State or Federal Government tags must adhere to all University Traffic and Parking rules and regulations pertaining to motor vehicles. All vehicle registration transactions are final and no refunds will be issued under any circumstances. A vehicle may only be registered to one person, although a person may register multiple vehicles for the same permit as long as only one of the vehicles is on the Auburn University campus at a time.

2. All vehicles that park on the Auburn University campus, Monday-Friday between the hours of 7:00 am and 5:30 pm must be registered with the Parking Services Office and park in the zone that the vehicle was registered for. R-Zones are enforced 24 hours a day, 7 days a week. Students are only allowed to park in the corresponding R-Zone lot for which their vehicle(s) is registered for. Guest/Visitors should come by the Parking Services Office and obtain a guest parking pass for the day or days of their visit. Guest/Visitor parking is available on the fourth level of the Stadium Deck, the Lowder Lot, the College Street Lot, and the second level of the South Quad Deck, the first level of the Library Deck and in front of Greene Hall. All Guest/Visitors should park at these locations unless they have an accessibility placard. If the guest permit is displayed along with the accessibility placard, the guest/visitor may park in any available A, B or accessible space on the Auburn University campus. New employees should come by the Parking Services Office and obtain a 7-day temporary parking permit that will be used until the new employee attends the Human Resources Orientation session, where they will be given a temporary permit or they obtain their Auburn University ID and register their vehicle(s) with the Parking Services Office.

3. Vehicle registration will be valid from the first official day of Fall Semester until the day before the first official day of Fall Semester of the next academic year. This does not include on-campus resident vehicle registrations which are valid from the first official move-in date to the last official move-out date of the academic year. On-line registration period for students will begin the first week in July. Check the Parking Services website for the exact dates. Student registration is available throughout the year for all non-proximate zone parking, although there will be a limit on the number of parking permissions sold, as well as bicycle and motorcycle permits.

4. Employees must register online, beginning the first week in July, and have the option to pay via payroll deduction or come to the Parking Services Office and pay via cash, credit card or debit card. Check the Parking Services website for the exact start date.

5. Students must register on-line for either a commuter or resident zone that they are eligible for. On-campus resident students will register for either a "RO" zone or for preferred "RW", "RX", "RH", or "RD" parking. The "RD", "RX", "RH", or "RW" preferred parking will be issued on a first-come first-served basis. Each resident community will have certain dates for registration, check the Parking Services website for the dates of the community you will be living in. If the allocation of the parking permission you would like to register for is closed, you can register for the "RO" parking zone. There will also be a cap on the number of "RO" registrations.

6. Commuter students will register for either a "C" parking zone or for a preferred "PC1", "PC2", , "PC4", or "PC5" parking zone if they are eligible. The PC1, PC2, PC4, or PC5 parking zone will be

issued on a first-come first served basis based on your classification. Check the Parking Services website for the dates and times registration for your classification will be available. If the allocation of the parking permission you would like to register for is closed, you can register for the C zone. The lots that have PC-zones are the Arena (PC2), Coliseum (PC1), the West Village (PC4), and the CDV lot (PC5). There will also be a cap on the number of “C” registrations. During the Summer Semester all of the PC zone lots are open to any valid AU registered vehicle, Monday-Friday between the hours of 7:00 am and 5:30 pm.

7. Central campus (also known as “core”) is the area bounded by, but not including, Magnolia Avenue, Samford Avenue, Donahue Drive and College Street. Only vehicles registered to an A or B zone are permitted in this designated area from 7:00 a.m. to 5:30 p.m. on Monday through Friday. Vehicles that are not registered; “RW”, “RX”, “RH”, “RO”, or “RD” registered vehicles that are not designated for Quad Residence Hall residents; and C, PC1, PC2, PC4, and PC5 registered vehicles are specifically NOT ALLOWED in the core of campus between 7:00 am and 5:30 pm on Monday through Friday during the entire year. The exception to this is that “RX” and “RO” registered vehicles that are designated for the Quad Residence Hall residents will be allowed in the Mell Street corridor between 7:00 am and 5:30 pm on Monday through Friday during the entire year. The other exception is for any temporary loading zone permit issued to a person with any C, PC1, PC2, PC4, PC5 or any R permit; they will be allowed access based on the designation on the temporary loading permit. City of Auburn Police Department and Auburn University Department of Public Safety and Security have the authority to stop a moving vehicle within central campus that is in violation of the above stated access rule. The Auburn Department of Public Safety may enforce City ordinances and State laws pertaining to the operation of motor vehicles. The Parking Services Office, under the auspices of the City of Auburn Police, has the authority to issue a citation for driving in that area based on license plate recognition to determine if the vehicle is not authorized to be in the area. If the operator of the vehicle is a student, faculty or staff that has registered the vehicle, they will receive an e-mail at the time the vehicle is cited as well as an e-mail the following day notifying them that they have violated the Central Campus rule.

8. All student vehicle registration charges and fine payments can be made on-line through AU Access or at Student Financial Services, Mary Martin Hall.

9. Registration charges are as follows per person and are a yearly charge unless otherwise indicated:

**FALL AND SPRING SEMESTERS**

Initial Registration

President/Dean Zone \$160.00

- President/Dean zone (also good in “A”, “B” or “C” zone) for the President of Auburn University and the Deans with designated Dean parking spaces. One semester charge will be \$50.

“A” Zone \$160.00

- Zone "A" (also good in “B” or “C” zone) for full-time budgeted employees who are considered to be exempt employees by the Federal Wage and Hour Board, and nonexempt employees with 10 or more continuous years of service at Auburn University. Students with permanent disabilities of a nonexempt nature may also be eligible for this permit. "A" zone parking will also be available for those with disabilities. **“A” zone registered vehicles cannot park in any “PC1”, “PC2”, “PC4” or “PC5” zone Monday through Friday from 7:00 am to 5:30 pm or any “RW”, “RX”, “RH”, “RO”, or “RD” zone at any time.** If you have previously registered a vehicle for one semester for the registration year and you are registering a vehicle for another

semester the charge will be \$50.00. If you are getting an A-zone permit for Fall Semester only or Spring and Summer Semester only, the charge will be \$90.00.

“B” Zone \$ 80.00

- Zone "B" (also good in “C” zone) for exempt and nonexempt employees. Students with permanent disabilities of a nonexempt nature may also be eligible for this permit. All temporary-part-time employees will receive a Temporary "B" zone permit for \$5 per month for up to four (4) months. **“B” zone registered vehicles cannot park in any “PC1”, “PC2”, “PC4”, or “PC5” zone Monday through Friday from 7:00 am to 5:30 pm or any “RW”, “RX”, “RH”, “RO”, or “RD” or zone at any time.** If you getting a B-zone permit for Fall Semester only or Spring and Summer Semester only, the charge will be \$50.00.

“Graduate” Zone \$100.00

- Graduate zones (good in any “B” or “C” zone) are awarded to Graduate students who are performing teaching duties and/or research on the Auburn University campus. The recommendation to receive the Graduate zone privilege is submitted to the Graduate School Office by mid-July of each year. The Graduate Office then determines which graduate students will receive the Graduate zone privilege and forwards the list to the Parking Services Office. **Graduate zone registered vehicles cannot park in any PC1, PC2, PC4, or PC5 zone Monday through Friday from 7:00 am to 5:30 pm or any “RW”, “RX”, “RH”, “RO”, or “RD” zone at any time.** One semester charge will be \$60.00.

“C” Zone \$100.00

- C-zones are for all commuter undergraduate and graduate students. During zone enforcement times, **student vehicles registered with a "C" zone will not be permitted to drive through, or park, on the central campus between the hours of 7:00 a.m. and 5:30 p.m., Monday through Friday.** “C” zone registered vehicles cannot park in “A” or “B” zones Monday through Friday from 7:00 am to 5:30 pm; in any “PC1”, “PC2”, “PC4”, or “PC5” zone Monday through Friday from 7:00 am to 5:30 pm; or any “RW”, “RX”, “RH”, “RO”, or “RD” or zone at any time. One semester charge is \$60.00 except for Summer Semester which will be \$40.00. Students that are only enrolled in on-line courses may register their vehicle for a C-zone for \$20.00 per semester upon verification that they are only enrolled in on-line courses for that semester.

“PC” Zone \$180.00

- PC1, PC2, PC4, and PC5 zones are for all non-resident, undergraduate (except for Freshmen) and graduate students. During zone enforcement times, **students registered for a “PC1”, “PC2”, “PC4”, or “PC5” zone will not be permitted to drive through, or park, on the central campus between the hours of 7:00 a.m. and 5:30 p.m., Monday through Friday.** “PC1”, “PC2”, “PC4”, and “PC5” registered vehicles cannot park in “A” or “B” zones Monday through Friday from 7:00 am to 5:30 pm; pm; or any “RW”, “RX”, “RH”, “RO”, or “RD” zone at any time. One semester charge will be \$100.00.

“R” Zone

“RH” Zone \$180.00 – Hill Residence

“RW” Zone \$180.00 – Village Residence

“RD” Zone \$180.00 – South Donahue Residence

“RX” Zone \$120.00 – Quad Residence

“RO” Zone \$ 100.00 – Resident Overflow

- R-Zones are for on-campus resident undergraduate and graduate students and are issued based on a first-come first-served basis. Students are only allowed to park in the corresponding R-Zone lot for which they have been registered for but not in A-Zone, B-Zone, C-Zone, PC1, PC2, PC4, or PC5-Zone lots- Monday through Friday 7:00 am to 5:30 pm. Student registered vehicles for the

“RO” or for the “RX” zone who live in the Quad dorms will be allowed vehicular access to the following areas of central campus; the Mell Street corridor during zone enforcement times but only for the purpose of parking in or departing the loading/unloading zone area on Quad Drive. During zone enforcement times, **students registered for all other “R” zones will not be permitted to drive through, or park, on the central campus between the hours of 7:00 a.m. and 5:30 p.m., Monday through Friday. “RW”, “RX”, “RH”, or “RD” or zones are enforced 24 hours a day, 7 days a week.** This also includes the summer session for those resident halls that are used for Summer Camps and for summer student housing. One semester charge will be \$100.00 except for RO which will be \$60.00 and RX which will be \$80.

Residence Life professional staff and Graduate Area Coordinators along with their spouses will be allowed to register their vehicle for the equivalent of an A-zone registration. The registration will allow them to park in any A, B or C zone space with no restrictions. They will be charged the same price for the vehicle registration that faculty and staff pay for A-zone registration. Resident Assistants will be allowed to register for the preferred “R” zone for the residence area they are assigned or to obtain an equivalent to a Graduate B vehicle registration, restricted to certain areas, depending on the residence area they are assigned to. They will be charged the same price for the registration that Graduate students pay for the B-zone registration. In the event that there are no B-zone spaces in a residence area, the type and cost of the vehicle registration offered to the Resident Assistant will be at the discretion of the Manager of Parking Services. The Resident Assistants will be allowed to park in the loading zone areas in their assigned residence area for a period of time up to three (3) hours without their flashers on in order to perform their assigned duties. In addition, the Resident Assistant registered vehicles can park in any C, PC1, PC2, PC4, or PC5 space Monday through Friday between the hours of 5:30 pm of one day until 7:00 am of the next day.

Faculty in Residence will be entitled to register their vehicle for either a “RW”, “RX”, “RH”, or “RD” zone permit based on the residence area that they are assigned to at no cost provided that they purchase the equivalent of an A-zone or B-zone registered vehicle. In addition, the spouse of the Faculty in Residence will be entitled to register their vehicle for a “RW”, “RX”, “RH”, or “RD” zone for the same amount as an A-zone registered vehicle.

**Special Permits:** Special permits are good in zones "A", "B" and "C" but not "PC1", "PC2", "PC4", "PC5", "RW", "RX", "RH", "RO", or "RD" zone. These permits are for vendors and businesses using noncommercial vehicles, ministers, retired Auburn University faculty and staff, U.S. Government employees, and others as recommended by the Traffic and Parking Committee and approved by the administration

- Non-AU A-zone \$160.00 (may be prorated at a cost of \$100.00 per semester)
- Non-AU B-zone \$80.00 (may be prorated at a cost of \$50.00 per semester)
- Ministers \$160.00
- Vendors \$160.00 (may be prorated at a cost of \$100.00 per semester)
- Retired \$60.00 (may be prorated at a cost of \$20.00 per semester)
- Contractor/Contracted Services/Construction “B” Zone \$ 50.00 **(per semester)**
- Contractor/Contracted Services/Construction “A” Zone \$100.00 **(per semester)**

Motorcycles/Motorscooters/Mopeds \$50.00 per year or \$30 per semester per vehicle.

Bicycles No Charge

Bus Pass (Faculty/Staff) \$50.00

Visitor/Guest Permits: Visitor/Guest permits are available at either of the Parking Services location (first or second level of the South Quad Parking Deck or the fourth level of the Stadium Deck) at no cost.

Auburn University Departments may request visitor/guest permits from the Parking Services Office to be used by the department for visitors or guests. These are one day passes that allow the visitor/guest to park in any A/B/C or visitor/guest parking space on campus. The cost of the visitor/guest permits are \$5 for each permit.

11. All additional vehicle(s), other than the initial registered vehicle, operated by the individual **must** be registered at the Parking Services Office either in person or via e-mail to [parking@auburn.edu](mailto:parking@auburn.edu). The make, model, color, license plate and state must be provided for all additional vehicles along with the AU ID. The Parking Services Office reserves the right to request the registration information for the additional vehicles if deemed necessary. The person in whose name the vehicle is registered will be solely responsible for any ticket(s) incurred. The first additional vehicle can be registered at no charge. All other vehicles registered to that person, excluding rental or loaner vehicles registered for less than a one week period, will cost \$20/vehicle for the year.

12. For students, if the vehicle registration changes from one permit zone to another permit zone, the difference in the cost of the original registration and the cost of the new registration will be charged to the student account. If the cost is less, a credit will be sent to the student's account for the difference.

13. Employees and students authorized to drive a vehicle on campus shall not register a vehicle belonging to another person. All individuals must register their vehicle for the appropriate zone, based on the classification established by the Office of Student Records, Housing and Human Resources. All additional vehicle(s) operated by the individual that the permit may be used in, **must** be registered at the Parking Services Office either in person or via e-mail to [parking@auburn.edu](mailto:parking@auburn.edu). The make, model, color, license plate and state must be provided for all additional vehicles along with their AU ID. The Parking Services Office reserves the right to request the registration information for the additional vehicles if deemed necessary. The first additional vehicle can be registered at no charge. All other vehicles registered to that person, excluding rental or loaner vehicles registered for less than a one week period, will cost \$20/vehicle for the year.

14. STUDENT CLASSIFICATION. The Registrar's official record is the basis for student permit classification. Students must first settle any academic record discrepancies through the Registrar, and any changes in classification verified in by the Registrar's office. Students who are taking less than 6 hours of class work and are employed by the University on a full-time basis are eligible for a staff parking classification otherwise they will receive the normal student parking eligibility.

15. SPECIAL CONSIDERATIONS. Student requests for special parking consideration should be directed to the Dean of Students for recommendation to the Traffic and Parking Committee for final consideration. Employee requests for special parking consideration should be made in writing through their Department Head or Director, to the Traffic and Parking Committee. Persons making such a request will register their vehicle for their designated zone based on their classification to use until their request has been considered.

16. MEDICAL PERMITS. All vehicles displaying a permanent or temporary state issued accessibility permit must have the permit registered with the Auburn University Parking Services Office. The



registration will only be validated upon presentation of the proper documentation for each of the following conditions.

- Temporary medical parking permits will be available for short-term disabilities (including pregnancy) where the treating physician deems the temporary permit medically necessary for the medical condition. Faculty, staff and students must present medical verification of their disability to the Auburn University Medical Clinic; the Clinic will provide a document recommending the type of permit (Medical A or Medical B) the person is to receive when presented at the Parking Services Office.
- Temporary disabilities will need to provide proper documentation from the appropriate state that the vehicle is registered in.
- Students with permanent disabilities must obtain documentation from the Auburn University Office of Accessibility. Faculty with permanent disabilities must bring documentation from the State that has issued the handicap placard. All documentation should indicate that the person requesting the Auburn University medical permit is the person of record on the documentation.
- Faculty/Staff whose job title allows them only to purchase B-zone parking privileges, will be eligible for A-zone parking privileges for the price of the B-zone parking privileges with an expiration date determined by the documentation presented at the time of registration. If the faculty/staff qualifies for an A-zone parking privilege, they may still choose to purchase the B-zone parking privilege. The faculty/staff will be able to park in any accessibility space on campus. In addition, depending on the type of vehicle registration that they purchase, they can park in a regular A-zone or B-zone space.
  - Faculty/staff who are eligible for A-zone parking privileges but choose to only purchase B-zone permissions will only be allowed to park in B-zone spaces if there are no accessibility spaces available.

17. **LOADING ZONES.** Loading zone spaces are located around campus to facilitate loading/unloading of books, equipment, materials, etc. They may also be used by persons dropping-off / picking-up papers, applications, etc. They may be used by anyone that has a valid Auburn University parking permit for periods not exceeding 15 or 30 minutes depending on the posted time. If no time limit is posted, the maximum time allowed is 30 minutes. Persons wishing to use Loading Zones must not exceed the time limit displayed on the loading zone sign and must leave the vehicle's flashers on whether the sign indicates flashers or not. Contact the Parking Services Office for unusual circumstances. Students with a C or PC zone registered vehicle should come to the Parking Services Office and obtain a temporary loading permit if they are going to be loading/unloading in the Central Campus area or utilizing a loading/unloading zone in the on-campus resident housing area. The vehicle's flashers must be left on if indicated. Vehicles remaining longer than the allotted time are subject to being cited and/or towed unless prior arrangements are made with the Parking Services Office. The loading/unloading zone on Quad Drive is limited to the Quad Residents only and the vehicle must have a "RO" or a "RX" with the "QO" designation, or a temporary loading permit issued by the Parking Services Office designating that area.

18. **OVERSIZED AND/OR RECREATIONAL VEHICLE.** Over-sized and/or recreational vehicles shall be allowed to park only in approved areas on campus designated by Parking Services. For information regarding specifics for athletic event parking refer to the parking information on the Auburn University Athletic web site. For all other oversized and/or recreational vehicle parking contact the Parking Services Office for information as to the proper place to park the vehicle.

19. **STATE VEHICLES.** Vehicles with Alabama state government tags, Federal government tags and other state government tags must adhere to all Auburn University traffic and parking rules and regulations

pertaining to motor vehicles. Only state vehicles with service decals are allowed to park on campus during zone enforcement hours. These hours are from 7:00 a.m. to 5:30 p.m., Monday through Friday. Service vehicles are asked to park in **designated service spaces first and in “A, B or C” spaces only when a service space is not available. State vehicles may not park in any “PC1”, “PC2”, “PC4”, “PC5”, “RW”, “RX”, “RH”, “RO”, or “RD” space.** State vehicles not approved for service decals are to be parked at the Rugby Lot on Hemlock Drive or other remote locations. Personal vehicles parked in the Rugby Lot on Hemlock Drive are to display a parking placard in the windshield in order to avoid ticketing.

20. CAR POOL PERMITS. Faculty, Staff and/or Students who form a carpool (one car and multiple riders or multiple cars with multiple riders) are eligible for a car pool permit. All participants in the car pool with a vehicle will be required to register for the lower level zone they are eligible for at a reduced cost of \$80 for the academic year or \$30 for a semester. They will then receive an additional registration of a TEMP B permit that will allow them to park the vehicle on the fourth level of the Stadium Deck. There will only be one TEMP B issued and it must be on the dash of the vehicle that is being used to transport the car pool participants. There must be at least two people present in the vehicle before it will be allowed to park on the fourth level of the Stadium Deck.

## **PARKING ENFORCEMENT POLICY**

1. All zone parking restrictions, except resident and PC zones are in effect from 7:00 a.m. to 5:30 p.m., Monday through Friday, throughout the year as long as the university is officially open or unless denoted otherwise. R-Zones are enforced 24 hours a day, 7 days a week. PC parking zones restrictions are in effect from 7:00 a.m. to 5:30 p.m., Monday through Friday, during Fall and Spring semesters. Exceptions will be noted during all Auburn University home football games, other official University events and summer camps that are utilizing resident parking and other special events. Alternate parking will be provided for any zone that will be displaced by any of these events.
2. All other parking restrictions on streets and other areas are in effect 24 hours a day and include but are not limited to: loading zones, Samford Hall lot, fire hydrant areas, service drives, wheelchair spaces and ramps, yellow zones and curbs, blocking roadway, resident parking, etc.
3. Students with “RO” parking privileges that are loading / unloading at the residence halls should do so while parked in a loading / unloading space only. These spaces are limited to the time displayed on the loading zone sign, and the vehicle must have its four-way emergency flashers on. Students with a C or PC parking privileges should come to the Parking Services Office and request a temporary loading permit if they are going to be loading/unloading in the Central Campus area or any on-campus resident area. The vehicle’s flashers must be left on. Vehicles remaining longer than the allotted time are subject to being cited and/or towed unless prior arrangements are made with the Parking Services Office. The loading/unloading zone on Quad Drive is limited to the Quad Residents only and the vehicle must have a “RO” or a “RX” with the “QO” designation, or a temporary loading permit issued by the Parking Services Office designating that area.
4. Parking is permitted only in delineated parking spaces ([http://www.auburn.edu/administration/parking\\_transit/parking/parking-map.php](http://www.auburn.edu/administration/parking_transit/parking/parking-map.php)) unless otherwise designated by signage.
5. Backing into parking spaces and/or pulling thru parking spaces is not permitted anytime unless a back-in/pull thru permission decal has been picked up from the Parking Services office and is displayed on the vehicle windshield.
6. Persons wishing to use Loading Zones must not exceed the time limit displayed on the loading zone sign and must leave the vehicle’s flashers on regardless whether the sign indicates this or not. Contact the Parking Services Office for unusual circumstances.
7. Motor vehicles must be parked in legally marked spaces, within markers (white lines, car stops, etc.) in all parking areas zoned by the Traffic and Parking Committee. Parking outside of a designated space is a violation of regulations.
8. If a vehicle is found violating any of the above regulations, the person in whose name the vehicle is registered or the person in whose name the vehicle license plate was purchased or obtained will be held responsible for any violations pertaining to the vehicle regardless of who is operating it. The person who the vehicle is registered to is responsible for notifying the Parking Services Office when the vehicle is sold or otherwise transferred. Change in ownership verification must be presented for the seller to be excused from parking violations given to a vehicle that is still officially under the seller's name. This verification may be in the form of a copy of the title transfer document.
9. Parking is not permitted on the grass anytime, or anywhere, unless the area is zoned for parking.

10. Vehicles must park in zoned parking areas only (no construction sites, wooded areas, concourse/patio, fields, etc.).
11. Signs denoting parking zones will take precedence over the campus "Parking Map."
12. Immobilized vehicles parked in violation of these regulations must be reported to the Auburn University Parking Services Office the same day they become inoperable. Lack of notification will result in the owner or driver being held responsible for all violations incurred. Vehicles must then be moved within 24 hours. If the vehicle is still immobilized after 24 hours, it must be reported to the Auburn University Parking Services Office. The maximum allowed time for an immobilized vehicle will be 72 hours, which after that time the owner or driver will be responsible for all tickets and/or towing charges.
13. Lack of a parking space in the zone to which an individual is entitled does not justify parking illegally or parking in a zone to which one is not entitled.
14. Parking on the left side of the street, or against the flow of traffic, is prohibited.
15. An e-mail notification will be sent to the person being cited within a two day period from the day the citation was issued if the vehicle is registered in the system. If the vehicle is not registered, a ticket for the parking violation will be placed on the vehicle. In addition, if the ticket can be associated with a faculty, staff or student an e-mail will be sent the next business day to the person notifying them that they have received a ticket.
16. All parking fines assessed against employees of Auburn University are due and payable within 10 calendar days of ticket issuance. The next day after the ticket is issued is considered the first day of the 10-day period. After 10 days or upon notification from the employee, the total charges will be forwarded to the Payroll Department for payroll deduction.
17. All parking fines associated with a student of Auburn University or Auburn University-Montgomery will be transferred to their student account after 10 days or if a student elects to have the ticket charge posted to their account before the 10 days. Failure to pay the ticket may result in the student being unable to register for classes, graduate, or obtain transcripts. If the student withdraws from school, any outstanding parking ticket fines will be collected from any refunds of any nature due to the student. Late charges may be charged by the Bursar's Office on late payment of tickets.
18. Additional parking privileges, and/or temporary permits, will not be issued to anyone who has excessive parking fines on record.
19. Persons receiving parking tickets while using their personal vehicle to conduct University business will be held responsible for all such violations.
20. Students using their vehicles for job-related work must park in the zones to which they are normally entitled during zone enforcement times (7:00 a.m. to 5:30 p.m.).
21. If a person has more than one vehicle registered, only one of those vehicles can be on the Auburn University campus at a time. If two or more people will be sharing vehicles, the number of vehicles on the Auburn University campus at any one time cannot be greater than the number of people sharing the vehicles. In addition, the number of vehicles parked in a zone at any one time cannot exceed the total

number of registrations for that zone. If more than one vehicle is found in violation of this rule; all vehicles will be ticketed.

# PARKING VIOLATIONS & PENALTIES POLICY

## 1. Penalties and Fines

A penalty listed below and disciplinary action, if warranted, will be given for the following violations:

- Giving false or misleading information with regard to vehicle registration and parking violations. (\$100.00 penalty)
- Alteration of any type of parking permit. (\$100.00 penalty)
- Utilizing a Wheelchair/Disabled space without proper permit (\$150)
- Parking in a Client/Patient parking space without a proper permit or registration (\$150)
- Wheel lock (\$150), Immobilization (\$150) or tow charge (\$150) (Subject to change).
- A \$5 per day storage charge shall be charged for vehicles left in the Impound Area longer than 7 calendar days.
- Improper parking in a restricted area (including central campus) (\$50).
- A penalty of \$60.00 will be imposed on **all parties** that are associated with any misuse of a permit.
- A penalty of \$100.00 will be imposed during move-in/ move-out for any vehicle that parks in the loading zone without a proper move-in/move-out permit or exceeds the allotted time for the vehicle to be in the move-in/move-out area.
- A penalty will be imposed during the check for vehicles in violation of the restricted vehicles in the Central Campus area.
- A penalty will be imposed for any vehicle parking on the wrong side of the street.
- A penalty of \$50.00 will be imposed on all parties that do not park correctly during a home football game weekend.
- A fine of \$100 will be imposed for any vehicle parking in a reserved area, which includes Administrative parking spaces.
- A fine of \$50 will be imposed for any vehicle that has backed into or pulled thru a parking space and is not displaying a back in/ pull thru parking decal. (Amount subject to change based on citation escalation).

2. With five (5) violations on a valid registered vehicle or two (2) on a non-registered vehicle during a single academic year starting the first day of classes for Fall semester, the owner's or driver's vehicle may be towed, immobilized or wheel locked. An AU affiliated violator with ten (10) or more tickets during the academic year will be referred to the Traffic and Appeals Board to be banned from operating a motor vehicle on the Auburn University campus for up to one year. An area will be designated on the Auburn University campus where the person may park their vehicle during the banned time. Any ticket that has been excused or the appeal process returned an approved status will not be counted in this total.

3. Tampering with, or destruction of any regulatory or maintenance signs designed for the implementation of any traffic and parking rules and regulations may result in criminal prosecution or disciplinary action.

4. Alteration of or tampering with parking violation tickets or permits may result in disciplinary action, a \$100.00 fine, and possible criminal prosecution. Parking permits that are misused or abused are subject to confiscation.

5. The cost of the first citation is \$50, the second citation will be \$65, the third citation will be \$80, and each subsequent citation will increase in \$10 increments. Any ticket incurred in the academic year after

the third will be incremented by \$10. Any ticket that has been excused or appealed and approved will not be counted in this total. Any ticket issued for parking in an accessibility space violation (\$150), move-in/move-out violation (\$100), game day violation (\$100), misuse violation (\$60), parking in a client/patient space (\$150), improper parking of RVs on the campus (\$500) and bicycle violations (\$10) will not fall into this category.

6. If a person has multiple vehicles registered, only one of those vehicles can be on the Auburn University campus at a time. If more than one vehicle is found on the campus, both vehicles will receive a ticket.

7. If two or more people are sharing vehicles/zone registration, the total number of vehicles on the Auburn University campus cannot exceed the total number of people. In addition the number of vehicles parking in a zone cannot exceed the total number based on the zone that each of the people are registered for. If either of these instances is found, all vehicles will be ticketed. For example: if one person has two vehicles registered under their A-zone parking and their spouse has one vehicle registered under their B-zone parking; any of the two vehicles can be on campus at the same time but only one of them can be in the A-zone parking. It would be okay for two of the vehicles to be parked in a B or C zone at the same time, since A-zone registrations can park in B or C zone lots.

## **CITATION APPEAL POLICY**

1. Individuals affiliated (faculty, staff, and students) with the University who have registered a vehicle with the Parking Services Office, may appeal a parking citation issued to them by consulting the Parking Services web site. Unaffiliated individuals or individuals that do not have the cited vehicle registered with the Parking Services Office must contact the Parking Services Office for information about appealing a ticket. A ticket issued for parking in a Car Share space is not appealable. A Traffic Appeals Board, appointed by the President, will meet periodically as necessary to act upon; any appeals initiated by students or employees within ten (10) calendar days from the date of violation and all second appeals filed within five (5) business days from the decision date. If a person receives ten (10) or more tickets in an academic year, they will be referred to the Appeals Board to be banned from operating a vehicle on the Auburn University campus for up to one year. The ticket count is based on tickets between the first day of the Fall Semester through the day before the first day of the following Fall Semester and does not include any ticket that has been excused or received an appeal approved decision. An area will be designated on the Auburn University campus where the person may park their vehicle during the banned time.
2. All appeals must be initiated within ten (10) calendar days from the date that the ticket was issued. Tickets that have been transferred to a student's account or sent to payroll for deduction for an employee cannot be appealed.
3. The ticket is appealable through the AU Access website, unless the person is not affiliated with Auburn University or the vehicle is not registered with Auburn University Parking Services, and must include remarks as to why the ticket is being appealed. If the person is not affiliated with Auburn University or the vehicle is not registered with Auburn University Parking Services, the individual must come to the Parking Services Office to submit the appeal. The Parking Services Office will assign the appeal to a hearing date and notify the person of the date of the hearing. The person has the right to appear before the Traffic Appeals Board and plead their case. There are three separate Traffic Appeals Boards, appointed by the President, that consist of faculty, staff and student representatives, but not any employees of the Parking Services Office. The Boards meet on Tuesday, Wednesday and Thursday every other week during the time that classes are in session. The Board decision will be emailed to the appellant and the decision is final, although a person has the right to a second appeal that must be submitted to the Parking Services Office in person within five (5) working days from the date that the appeal decision was sent to them. The Board has the choice of three decisions for an appeal; approved, denied and adjusted. A decision of denied or adjusted does not remove the ticket from the determination if a vehicle will be towed, immobilized or wheel locked. Once a decision has been reached by the Appeals Board, the decision cannot be overturned by the Parking Services Office.
4. Under no circumstances will monies be refunded for any permit involved in any illegal registration case.
5. A person may only appeal three (3) tickets during the academic year beginning with the start of Fall semester through the day before the start of the next Fall Semester.
6. A ticket for a towed vehicle may be appealed, but the tow fee cannot be appealed even if the appeal for the ticket is approved.



# **WHEEL LOCKING/IMMOBILIZATION/TOWING POLICY**

1. Any motorized vehicle not registered for the current permit year is subject to being wheel locked, immobilized or towed upon receiving the second ticket during the current academic year. Any ticket that has been excused or has been appealed and approved by the Auburn University Appeals Board will not count in this total.
2. Any motorized vehicle that is properly registered for the current permit year is subject to being wheel locked, immobilized or towed upon receiving the fifth ticket during the current academic year.. The ticket will be placed on the person whom the vehicle is registered under. Any ticket that has been excused or has been appealed and approved by the Auburn University Appeals Board will not count in this total.
3. Any motorized vehicle that is registered to a faculty, staff or student who is on the banned list is subject to being towed if observed parking on the Auburn University campus..
4. The date for the count of these tickets is from the first day of classes for Fall semester through the day before the first day of classes for the following Fall semester. Any ticket that has been excused or has been appealed and approved by the Auburn University Appeals Board will not count in this total. All others; including paid tickets, citations that have been reduced, warning tickets and tickets adjusted to \$0 by the Auburn University Appeals Board will be counted.

In accordance with the provisions of the Alabama Motor Vehicle Laws, the City of Auburn Police or Parking Services may tow any vehicle that is parked in violation or creating a traffic hazard at the owner's expense. Vehicles with no license plate and obscuring the Vehicle Identification Number (VIN) are subject to being towed or wheel locked. In addition, infrequently used vehicles remaining on campus may be removed at the owner/operator's expense at the University's discretion.

5. Any vehicle, motorized or non-motorized, is subject to being towed to the Parking Services Impound Lot under the following circumstances.
  - The vehicle is not properly registered with Auburn University Parking Services
  - Not properly parked in an authorized parking area or an area that the vehicle is not authorized to park in
6. In addition, a vehicle may be wheel locked/immobilized/towed if it is on the current Auburn University banned list, impeding traffic, illegally parked in an accessibility space, parked in a restricted area designated for an Auburn University event, the vehicle has been wheel locked/immobilized and not released for over 72 hours, not parked in a designated parking space or it is determined that the vehicle is creating an unsafe condition.
7. To have a wheel lock removed or to have a vehicle retrieved from the impound lot; the owner of the vehicle may be required to come to the Parking Services Office with a picture ID. The Parking Services Office is open Monday – Friday 7:15 am – 4:15 pm and can be reached by phone at (334)844-4143. By calling the office, there are circumstances where you would not have to come to our office and the wheel lock charge can be transferred to your e-bill To have a wheel lock removed or a vehicle retrieved from the impound lot after hours except for home football games, Monday – Friday 4:15 pm – 10:00 pm, during Fall and Spring Semester and Monday – Friday 4:15 pm to 7:00 pm during the Summer Semester, the person must call the following number; (334) 740-2077. For vehicles wheel locked or towed due to an Athletic game day violation, the Parking Services Office is open at 10:00 am the day of the event until one hour after the official completion of the event. In addition the Parking Services Office is open from

12:00 pm to 4:00 pm on the day after a home football game to release a wheel locked/towed vehicle. Any other release of a wheel locked/towed vehicle will be at an additional \$65.

8. The cost of removing the wheel lock, retrieving the vehicle from the impound lot or having the immobilization device removed is \$150. Payment must be either cash, credit card, debit card or for students the transferring of the charge to their student e-bill. Only Discover, MasterCard and Visa cards are accepted. The cost of removing the wheel lock or for retrieving the vehicle is non-refundable.

9. If a vehicle is not retrieved from the impound lot after seven calendar days, an additional \$5/day charge will be added to the cost for releasing the vehicle.

10. Any vehicle that has been wheel locked or immobilized for 72 hours will have the wheel lock(s) removed and the vehicle towed to the Auburn University impound lot. The charge for retrieving the vehicle will be the same as the regular tow charge indicated above.

## **MOTORCYCLES/MOTORBIKES/SCOOTERS POLICY**

1. All motorcycles, motorbikes and scooters operated on campus must be registered with the Parking Services Office. Registration can be completed online or by visiting the Parking Services Office. Motorcycle, motorbike and scooter registration is valid from the first official day of Fall Semester to the day before the first official day of Fall Semester of the next year and must be renewed each year the vehicle is operated on the Auburn University campus.
2. Motorcycles, motorbikes and scooters must park in areas that are designated for motorcycle, motorbike and scooter parking. Motorcycles, motorbikes and scooters may not park in a space that is zoned nor may they be parked in a bicycle rack. If these vehicles are parked in a zoned area or in a bicycle rack they are subject to being ticketed, wheel locked and/or towed.
3. All violations involving motorcycles, motorbikes and scooters are subject to citation. Immobilization and towing regulations will be enforced.

## NON-CONVENTIONAL VEHICLES

A non-conventional vehicle is defined as any motorized vehicle, gas or electric powered, that is used to transport people, equipment or other goods. EXAMPLE: Golf carts, ATVs or low-speed vehicles.

1. All non-conventional vehicles operated on the Auburn University campus must be registered and display a permit issued by the Parking Services Office. The vehicle model, color and serial number must be presented when registering the vehicle. The permit must be renewed each year and displayed on the non-conventional vehicle. The cost of the permit is \$20.
2. When parking, a non-conventional vehicle must not impede pedestrian or vehicular traffic. Parking of non-conventional vehicles is limited to designated cart parking areas and hard paved surfaces that do not block building entrances. They may not park in a designated parking space, in the roadway or in any tow-away zone as described by the Traffic and Parking Regulations.
3. Any non-conventional vehicle that does not either display a current permit or is parked illegally is subject to being ticketed and/or towed at the owners expense. Fines for ticketing non-conventional vehicles are the same as described for conventional vehicles on campus and will be assessed to the department for which the vehicle is registered.
4. Non-conventional vehicles shall be used on the Auburn University campus only for authorized University business with registration limited to University departments, contractors, or vendors. Registration and use of personal non-conventional vehicles to individual students, faculty, or staff is expressly prohibited.
5. All users of non-conventional vehicles must possess a U.S. driver's license, be at least 18 years of age, have knowledge and comply with the State of Alabama motor vehicles laws, and successfully complete the Golf/Utility Cart and Low Speed Vehicle Safety course through Risk Management and Safety. It is the responsibility of the department to ensure drivers meet these requirements before operating a non-conventional vehicle.

## **AUBURN UNIVERSITY MOTORIST ASSISTANCE SERVICES**

Parking Services will provide free on-campus motorist assistance services. These services include jump starts for vehicles with dead batteries as well as aid in opening a vehicle when the keys are locked inside, except for vehicles that are equipped with side air bags, while on University property. Parking Services is not able to offer flat tire assistance.

These on-campus services are available Monday – Friday 7:00 am to 10:00 pm. Motorist assistance services are not available on football game days, during other special events, or when the University is closed. Faculty, Staff, Students and visitors needing assistance should call 334/740-2077 and a Parking Services Officer will be dispatched to the on-campus vehicle location. The person will be required to sign a waiver of liability prior to receiving assistance. When calling for service, the person will be asked to provide their name, location of the vehicle, make, model, and color of the vehicle along with the license plate number and how long the person will be with the vehicle. Response time will depend on the location of the nearest Parking Services vehicle at the time of the request, but every effort will be made to give a speedy response.

The person is encouraged to stay with their car in a safe location. Parking Services Officers have received training in auto assistance procedures but are not considered mechanics or experts in this field. If the person has an issue with signing the waiver of liability, they will be advised to call an off-campus vendor for assistance.

Motorists should remember that the first step in any issue requiring motorist assistance is to attend to safety. Do not attempt to address concerns in traffic or under any other situation where the motorist or others may be in danger. Call 911 immediately in any circumstance where the condition of the vehicle or its placement may cause harm to the motorist or others.

## **ELECTRIC VEHICLE CHARGING PERMIT**

Vehicles must be plugged in if they are parked in the designated electric vehicle charging spaces on campus. If the vehicle is not an electric vehicle or is not plugged in to the charging station; the vehicle will receive a ticket for parking in a restricted area.

There will be a maximum usage of four (4) hours per vehicle.

There will be a charge of \$10/hour for any vehicle that is plugged in to the charging station after four hours.

After the four hours, the vehicle must be moved to the zone that the vehicle is registered. If not moved, the vehicle will receive a ticket for being parked in a restricted area.

Electric vehicles must be registered with the Auburn University Parking Services Office. Registration can be completed by emailing [parking@auburn.edu](mailto:parking@auburn.edu) or by visiting the Parking Services Office.

## **SKATEBOARD POLICY**

1. The use of skateboards, longboards and the like (mini-cruisers) is allowed on campus as long as it does not pose a hazard to oneself or others, or potentially cause property damage (to include trick riding) and is in compliance with Alabama State Law and University Regulations.
2. Skateboards are not to be ridden on sidewalks intended only for pedestrian use (defined as sidewalks less than 10 feet wide). They are not to be ridden in a manner/location that potentially causes personal injury/property damage, such as the ramps at the Coliseum and inside the parking decks. We strongly discourage the use of skateboards on the streets, whether in the bike lanes or in the vehicle lanes.
3. Skateboards are permitted on the shared-use corridors (defined as sidewalks equal or wider than 10 feet) if operated in a safe manner and if the corridors are not heavily congested with pedestrians. A map of the share-use corridors is available on the Parking Services website.
4. For information about skateboarding rules in the downtown business district, contact the City of Auburn.

## BICYCLE POLICY

1. All bicycles operated on campus must be registered annually with the Auburn University Parking Services Office. The following information is needed to register a bicycle at Auburn University: brand, color, number of speeds and the serial number. The serial number is usually located on the bottom bracket of the bicycle. The registration decal, available at the Parking Services Office, will be placed where it is readily visible. Bicycle registration is valid from the first day of the Fall Semester until the day before the start of the next Fall Semester and must be renewed each year the bicycle is operated on campus. Excluding the first 15 calendar days of each semester, any bicycle parked in an Auburn University bicycle rack that does not have a valid AU bicycle permit displayed will be removed and placed in the Auburn University Impound lot at the owner's expense. All bicycles impounded, will be held by Parking Services for one year, and if not claimed, turned over to the Department of Property Control for disposal. A \$10.00 charge will be charged in order to claim a bicycle that has been impounded before it has been turned over to the Department of Property Control for disposal.
2. State law pertaining to bicycles will be observed, including the requirements of a light shining forward and a reflector in the rear when used at night. All bicycles shall be ridden on the right side of the street, and all traffic signals and signs must be observed in the same manner as for motorized vehicles. Bicycles must be rolled or pushed on pedestrian sidewalks (less than 10 feet wide) OR in heavily congested areas. Bicycles may be ridden on shared use paths, which are designated for non-motor vehicle traffic and are at least 10 feet in width, provided that they are operated in a manner that does not pose a hazard to oneself or others.
3. Bicycles must be parked in racks. At buildings where there are no racks, or if racks are completely filled, bicycles can be parked on the grass. In no case, however, will they be parked in entrance ways, in hallways, on sidewalks unattached to a rack, on accessibility ramps or in any location where they obstruct pedestrian traffic. This includes any bicycle secured to stairwells, handrails, trees, fences, poles, columns, and signage. Bicycles can only be placed in a building on the Auburn University campus in a private space; they cannot be impeding any egress area in the building. Bicycles parked in violation of these regulations may be ticketed and/or impounded. This includes the cutting/removal of locking devices, at owner's expense.
4. Auburn University Facilities Divisions can request the removal of any bicycle, without reimbursement of locks, in any rack after placing signs at a rack which states: "This rack must be clear of all bicycles after 15 days". These signs will state the date when bicycles must be removed in order to clear the rack due to routine facility maintenance. Reimbursement can be requested from Auburn University Facilities Division for any lock that is removed from a bicycle in a rack which displays a valid Auburn University bicycle permit that has been moved to a safe area at the request of Auburn University Facilities Division if no prior 15 day notice has been posted at that rack
5. Impounded bicycles will be returned to the owner upon reasonable proof of ownership; preferably the serial number for the bicycle from the bill of sale. Other examples would be to have the key or combination to the removed lock. When the lock is removed or opened at the Parking Services Impound Lot, a document will be given to the person indicating ownership. This document will be taken to the Parking Services Office to complete the release process. The owner of the impounded bicycle will be charged \$10.00 before the bicycle will be released. In addition a picture ID must be presented at the Parking Services Office before the release document will be given to the person. This release document must be presented at the Impound Lot in order for the bicycle to be released to the individual. If the bicycle is not retrieved within two working days, the retrieval process must begin over again.



6. The cost for a bicycle lock that is removed when a bicycle is illegally parked on the Auburn University campus is not reimbursable.

7. There will be a \$10.00 charge for any lock removed from a bicycle upon the request of the verified owner.

8. Periodically bicycle racks will be purged of bicycles in disrepair. Bicycle racks will also be purged during semester breaks of any bicycle that appears to have been abandoned.

9. Users choosing to ride bike share bicycles do so at their own risk and should abide by all local and state laws governing bicycles.

## **GUEST/VISITOR PARKING POLICY**

1. **GUEST PERMISSIONS.** A guest parking permission may be obtained from the Auburn University Parking Services Office located on the first or second level of the South Quad Parking Deck or on the fourth level of the Stadium Deck. This permission is valid for up to two consecutive days for campus visitors who are conducting official university business. Employees, students and any person performing services on the Auburn University campus are not allowed use of these permits. If the person requesting the guest permission has outstanding tickets, they must be paid before a guest permission will be issued to them. A person will not be issued more than 4 guest permissions in a two week period. Upon requesting the fifth guest permission, the guest will either pay \$5.00/day for the guest permission or be required to purchase an applicable Auburn University permission. Guest/Visitor parking is available on the fourth level of the Stadium Deck and other designated visitor/guest parking locations. All Guest/Visitors should park at these locations unless they have an accessibility placard. If an accessibility placard is displayed along with having obtained a guest parking permission, the guest/visitor may park in any available A, B or accessible space on the Auburn University campus. .
2. **DEPARTMENTAL GUEST PERMISSIONS.** Auburn University Departments may request visitor/guest permissions by using the Departmental Guest Portal. Access to the portal is given by the Parking Services Office to be used by the department for visitors or guests only. Departmental guest permissions are issued at a cost of \$1 per day and cannot be issued to a current faculty, staff or student. If the department misuses the guest permissions by issuing them to an Auburn University affiliated person, the person is subject to a misuse fine of \$50.00 and the department's privilege to request parking permissions rescinded. Guest/Visitor parking is available on the fourth level of the Stadium Deck and other designated visitor/guest parking locations. All Guest/Visitors should park at these locations unless they have an accessibility placard. If an accessibility placard is displayed along with having obtained a guest parking permission, the guest/visitor may park in any available A, B or accessible space on the Auburn University campus. .
3. **WELCOME GUEST PERMISSIONS.** A welcome guest permit may be obtained from the Auburn University Parking Service Office located in the South Quad Parking Deck. This permit is valid for up to one academic year for a non-Auburn University affiliated person that will be on the Auburn University campus for an extended period of time. This could be for research at the Library, swimming lessons, and other similar university related events. This does not include contractors or visitors. The cost of the permit will be \$100 per year or \$60 per semester and can be renewed as needed. The permit will be valid in any A, B, or C zoned space. The permit may be restricted based on what areas on campus the guest needs access to .
4. Guests and University-related persons attending special events are expected to abide by the Traffic and Parking Regulations just as would be expected in any city. The Auburn University Parking Services Office and Auburn University Parking Services will continue to enforce the rules with respect to visitors and guests who have parked illegally.
5. Neither the Auburn University Department of Public Safety and Security nor the Auburn University Parking Services Office is authorized by the Traffic and Parking Committee to excuse tickets issued to visitors who are parked illegally (no parking space, fireplug zone, yellow or prohibited area, loading or service zone, parking in a crosswalk, blocking roadway/obstructing the flow of traffic, grass, concourse/patio, or parking on the wrong side of the street). Fines imposed for these violations

must be paid at the Auburn University Parking Services Office before leaving Campus. If you are a visitor and receive a ticket for no permit, wrong zone (other than A, B, PC1, PC2, PC4, PC5, RH, RX, RD, RT or RW) and/or restricted area ONLY, it will be excused upon its presentation within 7 business days, either via mail or in person, to Auburn University Parking Services Office. Tickets received for other violations may be paid in person between 7:15a.m and 4:15pm weekdays or via mail.

# **CONSTRUCTION CONTRACTORS/SUB-CONTRACTORS PARKING POLICY**

1. All construction contractor vehicles, whether company names are visible on the exterior or not, must park within the designated fenced construction limits OR in approved designated areas adjacent to the project, as identified in the contract documents or agreed upon during construction phasing with Parking Services and the University Project Lead. For those parking in approved designated areas outside of the construction fence, a permit must be obtained from Parking Services. All other vehicles that are not parked within the limits of the construction fence or the approved designated parking areas can park in the identified remote contractor parking area. All vehicles parked in the remote contractor parking area must be registered with Parking Services.
2. Construction contractor parking permits are only valid to park in the designated locations adjacent to the project, outside of the construction project fence, as identified in the contract documents. Construction contractor parking permits do NOT allow vehicles to park within service vehicle or other zoned parking spaces on campus. Construction contractor parking permits are provided through Parking Services at a cost of \$160 for the year and can be renewed annually. Vehicle and owner information is required at the time of permit application.
3. All construction contractors that receive an Auburn University parking permit must abide by the parking rules and regulations and may only park in approved designated parking spaces. If the vehicle is parked in a loading zone, the vehicle must have the flashers on and must not exceed the allocated time for that area. All unregistered vehicles will be ticketed per the Auburn University Traffic and Parking Regulations.
4. The remote contractor parking lot is available for use to all construction contractor vehicles. Vehicles may not be left overnight and all Auburn University Traffic and Parking Regulations apply. This lot is solely for the use of parking and is not for construction laydown or material storage. Vehicle registration is free of charge and is required through Parking Services and can be renewed annually. Vehicle and owner information is required at the time of permit application.
5. Any outstanding tickets associated with the vehicle or person requesting a construction contractor permit must be resolved before the permit will be issued.
6. Each construction contractor will be allowed to purchase a specified number of A zone and B zone permits that their company will be entitled to. This allotment will be determined by the Manager of Parking Services along with the University Project Lead and will be based on the type of work and the number of employees that the company is required to employ on the Auburn University campus.
7. If additional parking areas are needed, the contractor must send a written request to the University Project Lead who will coordinate with the Manager of Parking Services to determine if the request can be fulfilled.

## **CONTRACTED SERVICES PARKING POLICY (DINING SERVICES, CLEANING SERVICES, SERVICE/MAINTENANCE CONTRACTORS)**

1. Contracted service vendors are provided parking for both personal vehicles and marked work vehicles on campus. The vendor will be allocated a specified number of parking permits for their employee's personal vehicles that will allow them to park in A-zone or B-zone spaces. This allotment will be determined by the Manager of Parking Services along with a representative from the contracted service company and will be based on the type of work and access that is required on the Auburn University campus. Additionally, the vendor will be allocated a specific number of parking permits for marked work vehicles that will allow the vehicle to park in Auburn University Service Vehicle spaces.
2. To obtain a permit for a contracted service vendor vehicle, whether for personal or marked work vehicles, the vendor must complete the Vendor Parking Permit Request form. The vendor must provide vehicle and owner information, and the request form must be signed by the Auburn University department who holds the contract. Once fully signed, the form must be taken to Parking Services Office and the person's vehicle will be registered at that time.
3. The A-zone and B-zone permits issued to the contracted services employees may be designated to certain areas on the Auburn University campus. The designated parking area will be based on the area(s) where the employee will be working. The cost of the A-zone and B-zone annual permits will be the same as the Faculty/Staff prices. The B-zone permit may also be purchased monthly at a cost of \$5/month through Parking Services.
4. All contracted service vendor vehicles operating on Auburn University campus must comply with the rules, regulations and directives of the Auburn University Parking Services Office. Copies of these regulations can be obtained at the Parking Services Office or at [www.auburn.edu/parking](http://www.auburn.edu/parking).
5. Any outstanding tickets associated with the vehicle or person requesting a contracted services permit must be resolved before the permit will be issued.

## **NON FOOTBALL GAME RV PARKING ON THE AU CAMPUS**

All RVs parking on the Auburn University campus for other than home football games, must obtain approval from the Parking Services Office at least forty-eight (48) hours prior to their arrival. To contact the Parking Services Office, they may either email the request to parking @auburn.edu or call 334/844-4143. All phone calls must be made between the hours of 7:15 am and 4:15 pm (CST) Monday – Friday. The request must contain the expected date and time of arrival, the Auburn University event that they will be attending, if hot coal receptacles are needed and if restroom facilities are needed. Auburn University Parking Services will determine the best location for the RV to park and establish a time that the RV must depart from campus based on the event the RV guests will be attending. If hot coal receptacles are required, there will be a \$50 charge per day. If restroom facilities are required, there will be a \$125 charge per day. These charges can either be paid at the Parking Services Office with cash, check or credit card (except American Express) or if other arrangements are made during the time of the reservation. If the area is not properly policed of trash and waste before the RV departs the Auburn University campus, there will be a \$500 cleanup fee assessed to the RV operator. Any RV that is parked on the Auburn University campus that has not made a reservation through Parking Services or is on the Auburn University campus after the designated departure date/time is subject to being towed at the owner's expense. The current tow fee is \$500 and is subject to change.